

#14-08V



5/9/2013

550 ASSOCIATION TWO
4175 LOVELL RD STE # 114
CIRCLE PINES, MN 55014

RE: CREEKSIDE ESTATES

It has been brought to our attention there are areas of concern in Creekside Estates located at 1100 Egret Blvd Coon Rapids, Minnesota. A recent survey of issued citations and a recent fire of a cluttered manufactured home have been brought to the attention of the Neighborhood Reinvestment Division.

The city of Coon Rapids Neighborhood Reinvestment Division works with owners to help them bring properties into compliance. Your property is unique considering there are over 200 units in the park. The way the City Ordinance is written, there would be a \$300.00 Citation issued for each violation. The fees are collected in the form of a special assessment and would be charged to your property taxes, not to the individual with the violation. We would like to discuss a plan of action and work with you to address these issues using an alternative format. Our intention is to address the issues efficiently. Our plan is outlined as follows:

May 2013

A notification letter will be sent to every resident of Creekside Estates. (Please see attached sample of notification). Our inspections not will begin until June, 2013 and it is our hope that any issues will be addressed by the resident during the 30 days from notification before the inspections occur.

June 2013

Reminder cards will be sent to every resident of Creekside Estates reminding them of the upcoming inspections.

June/July 2013

Inspections will be conducted throughout Creekside Estates. All violations will be noted and an Administrative Citation will be issued. A compliance date will be set for seven (7)

days after the date of issuance. If the recipient wishes to appeal the Citation or request a time extension, an appeal form must be completed by 550 Association Two and submitted to City Staff by the compliance date. We will include this application and instructions with the citation. We will send copies of all Citations to 550 Association Two.

Reinspections of issued citations will occur after the compliance date of all citations not appealed. If the violation remains it will be abated. If the violation cannot be abated, a second Administrative Citation will be issued as prescribed by City Ordinance.

In respect to the common areas we will be inspecting 1100 Egret Blvd to ensure all areas of the conditional use permit are in compliance.

Our primary concern is for the safety of our citizens and first responders. If you have any questions, please contact me and I will be happy to assist you.

Sincerely,

Leya Drabczak
Housing Official
City of Coon Rapids
ldrabczak@coonrapidsmn.gov
763-767-6420



5/15/2013

Current Resident
Creekside Estates

RE: Upcoming Inspections

In an effort to make our community safer, The Coon Rapids Neighborhood Reinvestment **Division will be conducting inspections in your neighborhood beginning June 17, 2013.**

Our primary concern is for the safety of our citizens and first responders. With this in mind, the following items will be inspected to ensure they meet current requirements set forth by Coon Rapids City Ordinance, Minnesota State Fire Code and the Minnesota State Building Code.

The items inspected will include but are not limited to:

- Stairs at all exits (front and back) to be of sound condition and a handrail in place if there are more than 3 stairs
- Skirting is secure with no missing sections
- Windows are not broken or missing
- Siding is secure and weather tight
- Roofs are secure and weather tight
- All accessory structures are compliant with secure siding, doors and roofs
- Yards to be free of all junk, garbage and debris (items not intended for exterior use)
- No evidence of illegal fire pits/ recreational fires (Creekside Estates will be updating park rules and prohibiting all recreational fires)
- Vehicle violations (non-operating vehicles, expired tabs, parking off pavement)
- House numbers visible and code compliant
- Any life safety issues will be addressed on a case by case basis
- Any other violations that are found during the time of the inspection

Additionally, the Coon Rapids Fire Department will be available to check smoke detectors and carbon monoxide detectors free of charge and answer any questions that

you may have. The Fire Department would also like to remind you that for your safety a three foot clearance space in front of all doors and windows is required. After an inspection of your property occurs in June, you will receive a summary letter from the City of Coon Rapids with your inspection results.

If any violations are present, correction orders and/ or Administrative Citations will be issued to the resident/owner. Instructions on what you need to do will be included at the time the orders/ citations are issued.

Limited pre-inspection appointments will be available for the morning of 6/12/2013. If you want a pre-inspection of your property or need questions answered on-site, please call the number below to arrange an appointment.

Please find the attached list of information on how to properly dispose of unwanted items in addition to the Coon Rapids Recycling Center hours.

Thank you in advance for your cooperation.

Sincerely,

Neighborhood Reinvestment
City of Coon Rapids
763-767-6420
ldrabczak@coonrapidsmn.gov

June 2013 Postcard



Inspections begin: June 17, 2013

Dear Creekside Resident,

Please be reminded that inspections in Creekside will begin June 17, 2013. For a list of items to be inspected, please contact Roger Buyers at the Creekside Manager's Office, or refer to the previous letter mailed to all Creekside residents by the City of Coon Rapids.

Sincerely,
Neighborhood Reinvestment
763-767-6420

Reminder

Received 5pm 1/21/14

MALKERSON GUNN MARTIN LLP

1900 U.S. BANK PLAZA SOUTH TOWER
220 SOUTH SIXTH STREET
MINNEAPOLIS, MINNESOTA 55402
TELEPHONE 612-344-1111
FACSIMILE 612-344-1414

January 21, 2014

SENT VIA E-MAIL

Kristin DeGrande
City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433

RE: Creekside Estates / City of Coon Rapids Citations

Dear Ms. DeGrande:

I write on behalf of Creekside Estates to object to each citation attached hereto and referenced below. I have divided the citations into two categories: the six (6) citations that were enclosed by letter dated January 6, 2014 and the approximate fifty-four (54) citations that were enclosed by letters dated January 8, 2014.

I will address the smaller group of six citations first and in order:

1. PIN # 23-31-24-42-0003 / 10475 Xeon Street – Removal & Disposal: Creekside Estates hereby appeals this citation. This alleged code violation was not committed by Creekside Estates. Instead, any debris at this home site was contributed or was otherwise the responsibility of others. Further, this is a vacant lot.
2. PIN #23-31-24-43-0004 / 10255 Xeon Street – Egress Window: Creekside Estates hereby appeals this citation. This alleged code violation concerns a manufactured home not owned by Creekside Estates. Further, Creekside Estates could not remedy this alleged violation even if it wished too.
3. PIN #23-31-24-42-0003 / 10460 Vale Street – Securing Vacant Property: This property was secured by on-site management in response to a request by a city building official. After that, there were reports of cats in the home. City staff responded, secured the home, and retained the only key. It was subsequently re-secured by Creekside Estates management after an unidentified trespasser entered the home without authorization. This citation should be withdrawn.

- Case #14-10V
4. PIN #23-31-24-43-0004 / 10253 Yellow Pine Street – Removal & Disposal: Creekside Estates hereby appeals this citation. This alleged code violation was not committed by Creekside Estates. Instead, any debris at this home site was contributed or was otherwise the responsibility of others. Further this is a vacant lot.

- Case #14-11V
5. PIN #23-31-24-42-0003 / 10312 Wintergreen Street – Removal & Disposal: Creekside Estates hereby appeals this citation. This alleged code violation was not committed by Creekside Estates. Instead, any debris at this home site was contributed or was otherwise the responsibility of the individual(s) residing at this home site.

- Case #14-12V
6. PIN #23-31-24-43-0004 / 10220 Xeon Street – Cap Gas Meter: Creekside Estates hereby appeals this citation. The gas meter is the property of Center Point Energy – not Creekside Estates. My understanding is that Creekside Estates could not remedy this alleged violation even if it wished too. Further, Creekside Estates did contact Center Point, and they remedied the situation in their normal course of conducting such repairs. There is nothing further we could have done.¹

With respect to the fifty-four citations for which time extension agreements were allegedly signed, I have several comments. First, I have not had an opportunity to confirm that all 54 citations are the subject of these agreements, and I hereby request a copy of those agreements. Given the upcoming February 6th hearing date, I ask that I be provided with these extension agreements no later than 5:00 p.m. on February 3, 2014. Please let me know if there is any reason you cannot provide these agreements by that date and time. Second, I do not read those agreements to include a waiver of my right to appeal these citations to the district court. Further, many of these citations (by my count approximately thirty (30) such violations are alleged totaling some \$9,000.00+ in penalties) again relate to alleged defects in manufactured homes themselves. I have attached a copy of the citation listings and I have highlighted the thirty (30) citations that appear to allege violations relating to the condition of manufactured homes that Creekside Estates does not own and cannot repair in the manner

1 Center Point also performed repairs at:

10155 Wintergreen / work order # 68199315
10253 Yellowpine / work order # 68199319
10310 Wintergreen / work order # 68199321
10311 Wintergreen / work order # 68199323
10315 Xeon / work order # 68199325
10345 Xeon / work order # 68200381
10445 Xeon / work order # 68200383
10489 Xeon / work order # 68200386
1103 101st Ave. / work order # 68200388
1104 101st Lane / work order # 68200571
1111 104th Ave. / work order # 68200574
1168 101st Ave. / work order # 68200575

suggested. Creekside Estates does not own these structures, not does Creekside Estates have the ability to enter into these homes to complete the suggested repair or maintenance work.

At a prior meeting between the parties, we suggested the option of Creekside Estates providing recalcitrant residents with a thirty (30) day notice of lease violation to assist in promoting code compliance. I do not believe the City has pursued that suggestion.

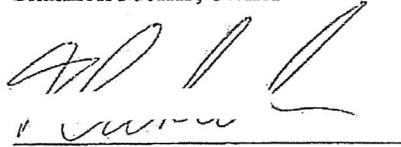
Finally, with respect to on the assessment for 23-31-24-43-0005 - 1114 101st Ave., for removal of debris, Creekside Estates hired and paid Mobile Maintenance to remove the debris from that yard on August 24, 2013. I have attached a copy of Mobile Maintenance's invoice evidencing this work. I note that the date of the assessment is September 11, 2013. I ask that this assessment be withdrawn.

I wish to reiterate my objection to citations based on conduct of third parties and citations issued regarding property owned by third parties – not Creekside Estates. This objection is especially well taken in those instances where the alleged violation cannot be remedied by Creekside Estates. I understand that the filing of this written objection is sufficient to preserve all of our appeal rights and that Creekside Estates need not appear at tonight's City Council meeting. Please advise at once if my understanding is incorrect in any part.

Sincerely,



Shannon Morris, owner



Thomas F. DeVincke, Attorney

TFD
Enclosures

cc: City Attorney David Brodie



Property Report

Report Date: 1/28/2014

PIN: 233124430004

CLOSED

PROPERTY ADDRESS: 10255 XEON ST

Work Order #53198

Yard And Lot Issues

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
INSPECTION 1		6/25/13	MITLYNG, ADAM	
CITATION ISSUED		6/28/13	MITLYNG, ADAM	exterior maintenance
CITATION REINSPECT	7/8/13	8/30/13	BUCHANAN, PAUL	Non-compliant. Tape still present at rear egress. Add junk and debris for washing machine by rear egress.
CITATION FEE APPLIED		9/5/13	BUCHANAN, PAUL	\$300 for rear egress
CITATION ISSUED		9/5/13	BUCHANAN, PAUL	For non-compliance and new orders
CITATION REINSPECT	9/13/13	10/23/13	BUCHANAN, PAUL	Compliant
COMPLIANCE		10/25/13	BUCHANAN, PAUL	Closing order
COMMUNICATE W OWNER	1/9/14	1/9/14	DEGRANDE, KRISTIN	Paul from Creekside 7 ⁷ called about pending assessment. He claims a time extension for was submitted and came into compliance before then. I spoke with Adam - never received time extension. Property is now compliant.

~ ADMINISTRATIVE CITATION INFORMATION ~ If blank, no Administrative Citation was issued on this work order.

City Code	#	22867	Inspection Date	6/25/13	Fine	300	Inspected By	MITLYNG, ADAM	Compliance Date & Instructions	Citation Issued To
11-307.6	Violations.		7/5/13	compliance date					Secure skirting around home	550 Assoc Two Issued Date: 6-28-2013 4175 Lovell Rd #114 Circle Pines, MN 55014
12-306(1)	Foundations, Exterior Walls, Roofs.		6/25/13	7/5/13	300		MITLYNG, ADAM		Secure siding panels on back side of home	
12-306(3)	Windows, Doors and Screens.		6/25/13	7/5/13	300		MITLYNG, ADAM		Secondary egress required for home, remove tape on rear door to make operable	
12-306(3)	Windows, Doors and Screens.		8/30/13	9/13/13	600		BUCHANAN, PAUL		Secondary egress required for home. Remove tape on rear door to make operable.	550 ASSOC TWO Issued 9-5-2013 4175 LOVELL RD #114 CIRCLE PINES, MN 55014
8-109	Building Materials, Junk and Debris.		8/30/13	9/13/13	300		BUCHANAN, PAUL		Remove from exterior storage or dispose of washing machine at exterior near rear egress.	







ADMINISTRATIVE CITATION

Citation # 53198-22867

OPEN IMMEDIATELY

550 Assoc Two
4175 Lovell Rd #114
Circle Pines, MN 55014

Issued Date: 6-28-2013

Property Address: **10255 XEON ST**
COON RAPIDS, MN

PIN: 233124430004

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 6/25/13 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
07/05/2013	Secure skirting around home	11-307.6 Violations. -- Violations of this Title will be processed pursuant to Chapter 2-1100.	\$300
07/05/2013	Secure siding panels on back side of home	12-306(1) Foundations, Exterior Walls, Roofs. -- Shall be kept in sound condition and good repair free from deterioration. Exterior walls must be protected by decay resistant material or covering, no more than 25% chipped and peeling paint, of a consistent color and free of graffiti.	\$300
07/05/2013	Secondary egress required for home, remove tape on rear door to make operable	12-306(3) Windows, Doors and Screens. -- Shall be kept in good repair and water tight. Rental units shall be supplied with screens and openable windows less than six feet from grade equipped with approved locks. Window replacement and installation requires a building permit.	\$300

To avoid the above penalty/penalties, you **must** do one of the following:

1. Correct the violation(s) **on or before** the Compliance Date noted above. To be sure all issues are resolved, you may arrange for a City inspection **before** the Compliance Date noted above.
2. Contact the inspector below to arrange a time extension for compliance. You must sign a time extension agreement **on or before** the Compliance Date noted above.
3. Appeal the inspector's decision **on or before** the Compliance Date.

Refer to the attached/enclosed Administrative Citation Program brochure for the Notice of Appeal form, including instructions for requesting a time extension, and additional information.

Continued on next page

10255 XEON ST
CITATION # 53198-22867
PAGE 2

If a second or subsequent Citation is issued within 180 days of the same or similar violation, the penalty will double. If you correct the conditions leading to the subsequent Citation prior to the Compliance Date, one half of the penalty will be waived. In addition to any penalties, you may also be subject to Excessive Consumption of Services fees as allowed by City Code Section 12-317 and/or abatement costs.

You can view the full City Code online at www.coonrapidsmn.gov/citycode or you can obtain the City Code Section(s) at Coon Rapids City Hall at 11155 Robinson Dr NW, Coon Rapids, MN 55433.

Please note that if your property is not brought into compliance by the Compliance Date listed above, the City may enter your property to abate the violation (correct the conditions leading to the violation). If the city abates the violation, all costs of the abatement, along with any unpaid penalty, will be charged to your property taxes in a form of a Special Assessment.

Inspectors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector regarding this citation, please call the number below.

Adam Mitleyng
Code Enforcement
763-767-6470





SECOND VIOLATION ADMINISTRATIVE CITATION

Citation # 53198-23374

OPEN IMMEDIATELY

550 ASSOC TWO
4175 LOVELL RD #114
CIRCLE PINES, MN 55014

Issued 9-5-2013

Property Address: 10255 XEON ST
COON RAPIDS, MN

PIN: 233124430004

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 8/30/13 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
09/13/2013	Secondary egress required for home. Remove tape on rear door to make operable.	12-306(3) Windows, Doors and Screens. -- Shall be kept in good repair and water tight. Rental units shall be supplied with screens and openable windows less than six feet from grade equipped with approved locks. Window replacement and installation requires a building permit.	\$600

To avoid the above penalty/penalties, you must do one of the following:

1. Correct the violation(s) on or before the Compliance Date noted above. To be sure all issues are resolved, you may arrange for a City Inspection before the Compliance Date noted above.
2. Contact the inspector below to arrange a time extension for compliance. You must sign a time extension agreement on or before the Compliance Date noted above.
3. Appeal the inspector's decision on or before the Compliance Date.

Refer to the attached/enclosed Administrative Citation Program brochure for the Notice of Appeal form, including instructions for requesting a time extension, and additional information.

If a second or subsequent Citation is issued within 180 days of the same or similar violation, the penalty will double. If you correct the conditions leading to the subsequent Citation prior to the Compliance Date, one half of the penalty will be waived. In addition to any penalties, you may also be subject to Excessive Consumption of Services fees as allowed by City Code Section 12-317 and/or abatement costs.

You can view the full City Code online at www.coonrapidsmn.gov/citycode or you can obtain the City Code Section(s) at Coon Rapids City Hall at 11155 Robinson Dr NW, Coon Rapids, MN 55433.

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10255 XEON ST
CITATION # 53198-23374
PAGE 2

Please note that if your property is not brought into compliance by the Compliance Date listed above, the City may enter your property to abate the violation (correct the conditions leading to the violation). If the city abates the violation, all costs of the abatement, along with any unpaid penalty, will be charged to your property taxes in a form of a Special Assessment.

Inspectors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector regarding this citation, please call the number below.

Paul Buchanan
Code Enforcement
763-767-6533



ADMINISTRATIVE CITATION

Citation # 53198-23375

OPEN IMMEDIATELY

550 ASSOC TWO
4175 LOVELL RD #114
CIRCLE PINES, MN 55014

Issued 9-5-2013

Property Address: **10255 XEON ST**
COON RAPIDS, MN

PIN: 233124430004

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 8/30/13 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
09/13/2013	Remove from exterior storage or dispose of washing machine at exterior near rear egress.	8-109 Building Materials, Junk and Debris. -- Any item not intended for outdoor storage is not permitted to be stored outdoors. (Vehicle parts, fluids and accessories, building materials, upholstered furniture, brush, etc.)	\$300

To avoid the above penalty/penalties, you must do one of the following:

1. Correct the violation(s) **on or before** the Compliance Date noted above. To be sure all issues are resolved, you may arrange for a City inspection **before** the Compliance Date noted above.
2. Contact the inspector below to arrange a time extension for compliance. You must sign a time extension agreement **on or before** the Compliance Date noted above.
3. Appeal the inspector's decision **on or before** the Compliance Date.

Refer to the attached/enclosed Administrative Citation Program brochure for the Notice of Appeal form, including instructions for requesting a time extension, and additional information.

If a second or subsequent Citation is issued within 180 days of the same or similar violation, the penalty will double. If you correct the conditions leading to the subsequent Citation prior to the Compliance Date, one half of the penalty will be waived. In addition to any penalties, you may also be subject to Excessive Consumption of Services fees as allowed by City Code Section 12-317 and/or abatement costs.

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10255 XEON ST
CITATION # 53198-23375
PAGE 2

Please note that if your property is not brought into compliance by the Compliance Date listed above, the City may enter your property to abate the violation (correct the conditions leading to the violation). If the city abates the violation, all costs of the abatement, along with any unpaid penalty, will be charged to your property taxes in a form of a Special Assessment.

Inspectors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector regarding this citation, please call the number below.

Paul Buchanan
Code Enforcement
763-767-6533